

North Leigh Parish Council

Clerk: Allison Leigh, 26 Eaton Village

Eaton, Oxfordshire OX13 5PR

Telephone: 01865 865 876

Date: May 2022

To all members of the Council: You are hereby summoned to attend the
North Leigh Parish Council Meeting on
Wednesday 11th May 2022 at **7:00pm in North Leigh Memorial Hall**
for the purpose of transacting the following business.

Allison Leigh, Parish Clerk

24/22. Election of Chairman

25/22. Election of Vice-Chairman

26/22. Signing of Declaration of Acceptance of Chairman and Vice-Chairman

27/22. Apologies for absence: Andy Clements, Harry St John

28/22. Declarations of interest

29/21. Minutes of the meeting held 14th April 2022: To sign and approve the minutes of the meetings of the 14th April 2022

30/22. Adoption of Standing Orders and Financial Regulations

31/22. Adoption of Risk Assessment and Asset Register

32/22. Adoption of Councillor Roles and Working Groups

33/22. Adoption of Cemetery Regulations and fees

34/22. Adoption of bank signatories

35/22. Adoption of meeting times as the second Thursday of the month at 7:30pm with no regular meeting being held in August

36/22. Adoption of Document Retention Policy

37/22. Adoption of Neighbourhood Plan Committee Terms of Reference

38/22: Confirmation of recurring expenses for 2022/2023: To confirm the following subscriptions/services for 2022/2023:

<u>Organisation</u>	<u>Function</u>	<u>Duration</u>	<u>Cost</u>
SLCC	Annual Membership	31/3/2023 – to be reviewed April 2023	£68.40
OALC	Annual Membership	31/3/2023 – to be reviewed April 2023	£383.87 + VAT
Zoom	Annual Subscription	31/3/2023 – to be reviewed April 2023	£119.90 + VAT
Dark White Digital	Webhosting and WordPress Updates	Monthly to be reviewed April 2023	£30/month
WODC	Adventure Playground cleaning	Monthly – to be reviewed April 2023	£/121.47 month + VAT
Multi-Hands	Bus shelter cleaning	Quarterly – to be reviewed April 2023	£110 per visit

39/22. Public Forum

40/22. Matters for report: To raise matters for discussion without decision or items for next meeting.

Date and time of next meeting: Thursday, 12th May 2022 at 7.30pm.